

## **MEMORANDUM**

**TO:** Agency and School District Business Managers  
**FROM:** Trisha L. Neely, Director  
**DATE:** October 30, 2002  
**SUBJECT: BILLING SCAMS**

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We have received notice of several billing scams. Following is just one of the incidents reported during the past week.

A check was received by a State agency from Yellow-Page.Net. When the check was flipped over for endorsement, the following message appeared in small print:

Please list my company's information as shown on this check on the Yellow-Page.net Internet website. I am over 18 and authorized to place this advertisement by depositing this check and by doing so I agree to pay \$17.95 per month for this advertisement.

There was also an attached flyer with the following small print:

You will be conveniently billed either on your local phone bill, by direct debit from the company checking account that you deposit this enclosed check into in order to sign up for this service, on your utility bill or by other means.

Please beware of these scams and take every precaution to protect your organization such as thoroughly reading all invoices, letters, and checks received from an outside source. Understand that you may be subscribing to a service that you don't want when you deposit a check from a company such as this one. In light of the current economic condition, this situation has the potential to worsen.